

Kentucky Medicaid Conference - Accountability

SBAC Monitoring Reviews

July 31, 2014





Agenda

- What is a Monitoring Review?
- Accountability
- Documentation
- 2012-2013 Reviews
- 2013-2014 Reviews
- Common Review Findings
- Reports
- Next Steps
- Questions



Monitoring Review

What is a Monitoring Review?

- Validation of Payroll Information
- Validation of Contracted Staff Costs
- Validation of Funding Sources
- Validation of Licensure Information of Direct Medical Staff
- Validation of Direct Support Staff
- Validation of other non-personnel (other) Costs

Who is responsible?



Accountability

The obligation of an individual or organization to account for its activities, accept responsibility for them, and to disclose the results in a transparent manner.

- Benefits of proper accountability in the SBAC program include:
 - Avoid creating more work for yourself or others
 - Maintain program participation
 - Prevent risk of federal audit findings
 - Avoid repayment of funds



Documentation

- What documentation should I be keeping?
 - Salary, benefit, and contracted staff costs source data
 - Proof of Quarterly “Other Costs” reported
 - Invoices
 - Proper service provider Certification/Licensure
 - Direct Support evidence
 - Job description
 - Work chart



Monitoring Review 12-13

- PCG performed 5 onsite and 5 remote monitoring reviews for some of the largest districts in Kentucky and reviewed the 2012-2013 SY
- Districts provided PCG with:
 - Salary, benefit, and contracted staff costs source data
 - Proof of Quarterly “Other Costs” reported
 - Proper service provider Certification/Licensure
 - Direct Support evidence (job description)
- A detailed report of findings was sent to the district and the state
- All over-claiming required adjustments
- Monitoring Review process based off federal audit



Monitoring Review 13-14

- PCG will again be performing 5 onsite and 5 remote monitoring reviews for the 2013-2014 SY
- Districts will provide PCG with:
 - Salary, benefit, and contracted staff costs source data
 - Proof of Quarterly “Other Costs” reported
 - Proper service provider Certification/Licensure
 - Direct Support evidence (job description)
- A detailed report of findings will be sent to the district and the state
- All over-claiming will require adjustments

Review Sample Size	
Number of People on Staff Pool List	Number of Staff to Review
1-10	All staff
11-50	10 staff members
51-250	20% of staff members
251 or more	50 staff members



Common Review Findings

- When the benefits from the source data were compared to the submitted benefits costs, some did not match.
- When examining the contractor's invoices, it was found that the district duplicated an invoice when submitting the costs to PCG.
- Some staff did not have current credentials
 - (State licensed speech therapists listed as ASHA certified).
- Travel and training costs were reported under payroll for an individual and reported under "Other" costs.
- Certain districts incorrectly reported direct support staff.
- Federal funds being reported



Reports

- PCG reports results to District and KDE
 - PCG works with the district to resolve any issues found. (Rollbacks, amendments, discussions about future reporting, etc.)
 - Provides Audit Findings Report
 - PCG reports results to KDE, including steps districts are taking to fix any errors found
 - Provides Audit Findings Report



Next Monitoring Reviews

- Fall 2014
 - Data request will be sent in late Aug/early Sept
 - In person reviews – Oct/Nov
 - Remote reviews – Oct/Nov
 - Final Findings Report – Provided in December

Questions?



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